

MEETING #6- January 28

At a Budget Workshop Meeting (#2) of the Madison County Board of Supervisors on January 28, 2021 at 2:00 p.m. at the Madison County Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chair
Charlotte Hoffman, Vice-Chair
Kevin McGhee, Member
Amber Foster, Member
Carty Yowell, Member
Jack Hobbs, County Administrator
Mary Jane Costello, Director of Finance/Assistant County Administrator

1. Call to Order

Chairman Jackson called the meeting to order.

2. Pledge of Allegiance & Moment of Silence/Adopt Agenda

A quorum was present.

Supervisor Yowell moved to adopt the Agenda as presented, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Yowell. Nay: (0).*

3. Public Comment - None

4. Presentation: COVID-19 Vaccination Planning Sherer: John Sherer, Emergency Management Services Coordinator, was present to provide an update on the COVID-19 vaccination protocol. The County has been allocated 350 doses of the vaccine; a vaccination site will be established at the Madison County Firehouse on Wednesday, February 3, 2021. The Madison Extension Office will assist with the registration process; a hotline will be set up for residents to call; a list of those who have registered will also be included; a press release will be published (online and visual flyer) to keep the citizens informed. Encouraged all involved to follow the same model being demonstrated in Culpeper County.

➤ *Comments from the Board focused on how additional rounds for the vaccine will be mitigated*

To which Mr. Sherer advised that protocol for the second shot of the vaccine will be handled by email and/or phone call to all candidates in a timely manner. In closing, he noted that plans are to have required staff and support personnel in place and ready when a call is received to advise that additional vaccines are available for the citizens of Madison County.

6. FY22 Budget Presentations

Dept	Agency	Presenter
31400	Public Safety	John Sherer
71100	Parks & Recreation	Gerald Carpenter
43200	Facilities & Maintenance	Roger Berry
42400	Transfer Station & Recycling Ctr.	"
13200	Registrar	Lauren Eanes
13100	Electoral Board	"

31200	Sheriff	Erik Weaver
21800	Sheriff - Court Security	Erik Weaver
34100	Building Official	Ligon Webb
34270	VA Building Permit Fee	"
81100	Planning Commission	"
81101	Zoning & Planning	"
81400	Board of Zoning Appeals	"
81401	Building Code Appeals Board	"
81700	Geographic Information System	"
92100	Revenue Refunds	"
35103	Animal Control	Greg Cave
35102	Animal Shelter	Megan Ingram
31401	Emergency Communications Ctr.	Brian Gordon
83500	Extension & Contd. Ed.	Brad Jarvis
12310	Commissioner of Revenue	Brian Daniel
12311	Land Use Program	"
12312	Personal Property	"
12320	Assessor	"
81700	Geographic Information System	"
92100	Revenue Refunds	"
21100	Circuit Court	Leeta Louk
21700	Clerk of the Circuit Court	"
22100	Commonwealth Attorney	Clarissa Berry
33403	Jefferson Area Community Corr. Pres.	Neal Goodloe
33403	Jefferson Area Community Corrections	Ross Carew
12410	Treasurer	Stephanie Murray
81110	Economic Development	Tracey Gardner
	Tourism Fund	"
TBD	Central Virginia Small Bus. Dev. Ctr.	Rebecca Haydock

Jefferson Area Community Corrections Presentation: Neal Goodloe, Criminal Justice Planner, was present to provide highlights from 2010-2019 for the Board. Highlights from the report focused on:

- Madison General Population 2010-2019
- Madison Reported Crime Against Person (per 1000 residents)
- Madison Reported Crime Against Property (per 1000 residents)
- Madison Reported Crime Against Society (Per 1000 residents)
- Madison Drug/Narcotics Violations per 1000 residents)
- Madison Felony Drug Certificates of Analysis Prepared by the VA Dept. of Forensic Science (2001-19)
- Madison Felony Drug Certificates of Analysis by Drug Type (2001-19)
- Madison Booking Volume at CVRJ
- Madison Bookings by Charge Level
- Madison Top Ten Bookings by VCC Prefix
- Madison Intakes at CVRJ
- Madison Bookings Per intake
- Madison Bonded/Pretrial Release
- Madison Average Length of Stay (In Days)
- Madison Average Daily Inmate Population at CVRJ
- Madison Bed Day Expenditures at CVRJ

- Madison Bed Days Associated with Charge Type
- Madison Bed Day Costs at CVRJ

Highlights from today's Presentations: During today's budget work session, many department heads requested to hire additional staff and presented requests to purchase additional office equipment.

After discussion, the Board of Supervisors requested that the County Administrator compile a list of today's requests for additional staff for review during the budgetary process, and that requests for additional office equipment be noted as capital improvement items within the budget.

B. FY22 Budget Timetable:

C. Upcoming Budget Request Presentation Schedule

7. Public Comment

The Finance Director referred to the Accounting Manager vacancy and the fact that the position will be supervising departmental staff; questioned if she'll need to budget additional funding for another staff member. Also questioned what will be expected (from her office) with regard to budget generation based on today's discussions (i.e. additional staff, capital improvement, etc.)

Chairman Jackson: Referred to the fact that all requests for additional staff will be compiled by the County Administrator for review and consideration.

It was further advised that requests for additional funding for salary increases (i.e. payroll) will be calculated separately. With no further comment(s) being brought forth, the public comment opportunity was closed.

8. Information/Correspondence

9. Closed Session

Closed Session:

On motion of Supervisor Hoffman, seconded by Supervisor Foster, the Board convened in a closed session pursuant to Virginia Code Sections:

A. 2.2-3711(A)(1) for discussion on the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of the County Administrator,

B. 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, and

C. 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiation strategy of the public body.

Supervisor Hoffman moved that the Board reconvene in open session, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Supervisor Hoffman moved to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Section 2.2-3711(A)(1), (7) and (29) only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

No action was taken as a result of closed session

10. Adjourn

With there being no further business, on motion of Supervisor Hoffman, seconded by Supervisor McGhee, the meeting was adjourned until February 4, 2021 at 2:00 p.m. in the Board Auditorium, and cancel the February 3, 2021 meeting due to the lack of business. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 9, 2021



Madison County Board of Supervisors
Budget Workshop Meeting #2 Agenda
Thursday, January 28, 2021 - 2:00 PM
Madison County Administration Auditorium
414 N. Main Street, Madison, Virginia 22727

1. **Call to Order**
2. **Pledge of Allegiance & Moment of Silence**
3. **Public Comment**
4. **FY22 Budget Presentations**

Time				
2:05	PM	71100	Parks & Recreation	Gerald Carpenter (IP)
2:10	PM	43200	Facilities & Maintenance	Roger Berry (IP)
		42400	Transfer Station & Recycling Ctr	"
2:25	PM	13200	Registrar	Lauren Eanes (IP)
		13100	Electoral Board	"
2:35	PM	31200	Sheriff	Erik Weaver (V)
		21800	Sheriff – Court Security	
2:45	PM	34100	Building Official	Ligon Webb (IP)
		34270	VA Building Permit Fee	"
		81100	Planning Commission	"
		81101	Zoning & Planning	"
3:05	PM	35103	Animal Control	Greg Cave (IP)
		35102	Animal Shelter	Megan Ingram (IP)
3:15	PM	31401	Emergency Communication Center	Brian Gordon (IP)

3:20	PM	83500	Extension & Contd. Ed.	Brad Jarvis ()
3:30	PM	12310	Commissioner of Revenue	Brian Daniel <i>(IP)</i>
3:45	PM	21100	Circuit Court	Leeta Louk <i>(IP)</i>
3:55	PM	22100	Commonwealth Attorney	Clarissa Berry <i>(IP)</i>
3:55	PM	33403	Jefferson Area Community Corrections - Presentation	Neal Goodloe <i>(IP)</i>
3:55	PM	33403	Jefferson Area Community Corrections	Ross Carew <i>(V)</i>
4:10	PM	12410	Treasurer	Stephanie Murray <i>(IP)</i>
4:20	PM	31400	Public Safety	John Sherer <i>(IP)</i>
4:30	PM	81110	Economic Development Tourism Fund	Tracey Gardner <i>(IP)</i> “
4:45	PM		Central Virginia Small Business Development Center	Rebecca Haydock <i>(IP)</i>

5. **FY22 Budget Workshop (as time allows)**
 - A. Review of FY20 Budget Performance and Status of June 30, 2020
 - B. Next Steps
 - i. FY22 Budget Timetable
 - ii. Upcoming Budget Request Presentation Schedule
6. **Public Comment**
7. **Information/Correspondence**
Cancel Meeting scheduled for February 3, 2021
8. **Closed Session** (Legal & Personnel)
9. **Adjourn** (until February 4, 2021 at 2:00 p.m. in the Board Auditorium)